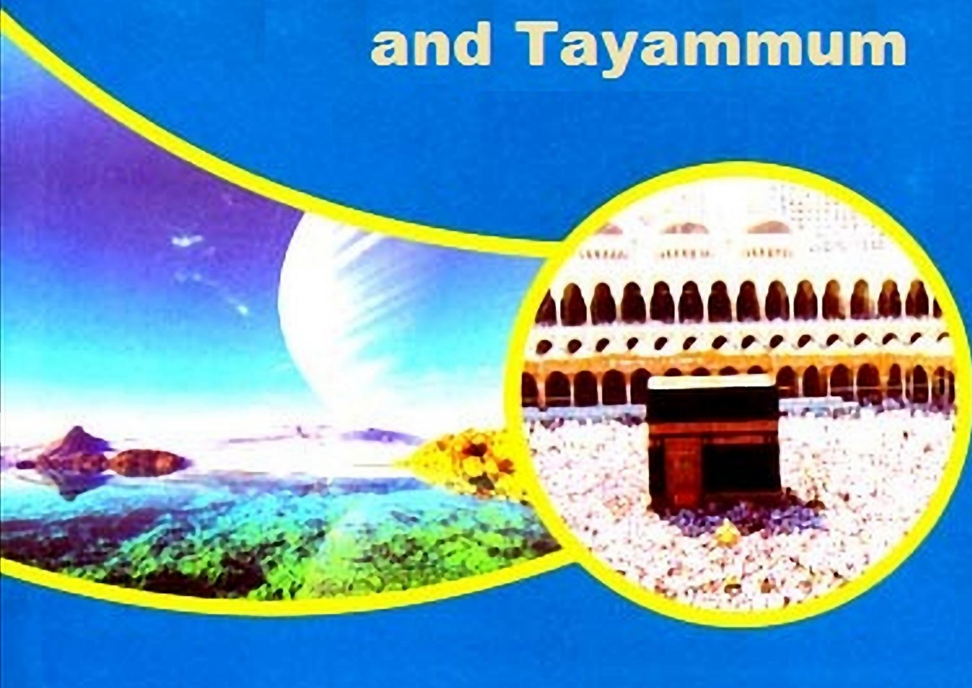
(HANFI MAZHAB)

A detailed Guideline

To the

Practical Method of Wudhu, Ghusal, Salaah and Tayammum



Prepared by:

Jamiatul Ulama (KZN)

Ta'limi Board

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Contents:

Guidelines for teaching the practical syllabus

While it is obvious that it is extremely important to know the theory of wudhu, Salaah, etc., the purpose of the theory is to enable one to correctly fulfil the actions. Thus if a child knows the Masaail of wudhu, Salaah, etc. very well but if he cannot practically perform these actions correctly, the main object of teaching the masaail has not been achieved. It is therefore imperative that the children are taught PRACTICALLY how to implement the theory they have learnt. The following must be kept in mind when teaching the practicals.

1. Every child must take turns to practically perform wudhu, tayammum Salaah, etc. according to the details in the syllabus breakdown.
2. Those makaatib, which are in the schools and no appropriate facilities are available, wudhu must be demonstrated practically outside on the field. The child performing the wudhu may be seated on a chair and somebody may pour the water for him from a jug or bottle.
3. For tayammum, bring a brick or sand in a flat container or a box and allow the children to take turns to practically perform the tayammum in class.
4. Salaah should be performed by each child in the class.
5. While one child is demonstrating any action, all others in the class must be made to stand around and observe. Teachers should pay attention to errors and correct them immediately.
6. Emphasis should be on the practical aspect and not theory. Children are not expected to know the points off by heart. They should rather be made to demonstrate the relevant aspects in detail.
7. The practicals of girls and boys from grade 5 upwards must be done separately.
8. The 'Pupils Annual Progress card' should be filled in as each aspect is completed.

Grade 3

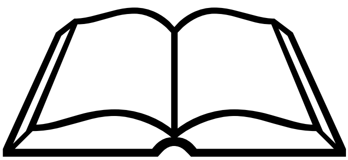
Sunnats of Eating

Sunnats of toilet

Wudhu

Sunnats of eating

1. We must wash both our hands before eating.
2. We must not dry our hands.
3. We must cover our heads when eating.
4. We must sit on the floor when eating.
5. We must not sit and eat at the table without a valid excuse.
6. We must say Bismillah before eating or drinking.
7. We must not blow into our food to cool it.
8. We must eat and drink with the right hand.
9. We must not eat or drink with the left hand.
10. Shaytaan eats and drinks with his left hand.
11. We must not eat very hot food.
12. We must recite the dua before eating.
13. We must gargle our mouths thoroughly after eating.
14. We must wash our hands and wipe them after eating.
15. We must read the dua after eating.



Sunnats of toilet

1. Do not enter the toilet bareheaded.
2. Do not enter the toilet barefoot.
3. Remove anything that has the Name of Allah ﷻ on it before entering the toilet.
4. <u>Before</u> entering, recite بِسْمِ اللهِ and then the following dua:

اَللّٰهُمَّ اِنِّيْ اَعُوْذُ بِكَ مِنَ الْخُبُثِ وَالْخَبائِثِ

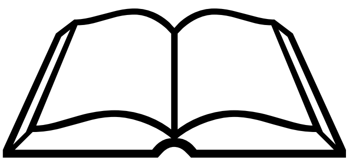
5. Now enter with the left foot.
6. Do not stand and urinate.
7. Squat whilst relieving yourself.
8. Do not face your back or your front towards the qiblah.
9. Be careful that no urine splashes onto your clothing or body while relieving yourself.
10. Do not eat, drink or talk in the toilet.
11. Do not read books, comics or newspapers etc. in the toilet.
12. Do not read any dua, kalimah or aayat of the Qur'ān in the toilet.
13. Step out of the toilet with the right foot.
14. Recite the following dua:

غُفْرَانَكَ اَلْحَمْدُ لِلّٰهِ الَّذِيْ اَذْهَبَ عَنِّي الْاَذٰى وَعَافَانِيْ

15. Wash your hands after coming out of the toilet.
16. Relieve yourself in such a place where you cannot be seen especially when on a journey.
17. Do not urinate or relieve yourself under shade giving trees, in swimming pools, on the roadside, pathways or public places.
18. When using a high pan toilet, be careful of the splashes of water from the toilet bowl touching your clothes or body.

Istinjaa

1. After urinating, wait until all the drops of urine have come out before making istinjaa.
2. Clean and wash the private parts properly after relieving yourself. This is called istinjaa.
3. Use the left hand for making istinjaa.
4. Use clean water for istinjaa.



Wudhu

Definition: Wudhu means to wash ourselves in the way shown to us by Nabi Muhammad ﷺ.

Status: It is fardh (compulsory) to be in the state of wudhu before performing salaah, touching the Qur'ān, making tawaaf or making sajda e tilāwat

The sunnah method of performing wudhu.

1. Sit on a high clean place.
2. Face the qiblah.
3. Make intention. (I am making wudhu to attain purity).
4. Recite the dua before commencing wudhu.
   Virtue: The angels continue writing good deeds, for the person who recites بِسْمِ اللهِ وَالْحَمْدُ لِلهِ before commencing wudhu, until his wudhu breaks.
5. Wash both the hands up to the wrists thrice.
6. Clean the teeth with a Miswaak.
   Virtue: The person who cleans his teeth with a Miswaak while making wudhu and then performs his salaah, will receive 70 times more reward than one who did not use the Miswaak.
7. Gargle the mouth thrice using the right hand to put water into the mouth.

Note: There is a difference between gargling and rinsing. Gargling is sunnah i.e. to gargle in such a way that the water reaches the top part of the throat. The fasting person should take care that no water goes down the throat.

8. Put water into the nose with the right hand and clean the nose with the little finger of the left hand.
9. Blow the nose using the left hand.
10. Wash the face from the hairline to below the chin and from one earlobe to the other, thrice.
11. Make *khilāl* of the beard not more than thrice.

    The manner of making *khilāl* of the beard is to take a handful of water in the right hand and pass it through the beard starting from the side of the throat and coming up to the chin.
12. Wash the right forearm including the elbow thrice.
13. Wash the left forearm including the elbow thrice.

    Note: Begin washing the hands from the fingers coming down to the elbows.
14. Make *khilāl* of the fingers after washing the hands. The method of making *khilāl* is to interlace the fingers of the left hand into the right hand and vice versa.

15. Make *masah* of the whole head starting from the forehead right up to the nape.
    The manner of making *masah* is to wet your hand and separate the forefinger and the thumb from the rest of the fingers. Thereafter pass the little, ring and middle fingers over the centre portion of the head, keeping the palms away from the sides. Thereafter pass the palms of both hands over the sides of the head by bringing the hands back to the front.
16. Make *masah* of the ears.
    The manner of doing this is to use the index fingers for the inner portion of the ears and the thumbs for the outer portion (behind) of the ears.
17. Make masah of the nape.
    Note: The nape is the back portion of the neck. Masah should not be made on the sides of the neck as this is makrooh.
18. Wash the right foot including the ankle thrice.
19. Wash the left foot including the ankle thrice.
    Note: When washing the feet, start from the toes and end at the ankles. Do not begin washing the feet from the ankles.
20. Make khilāl of the toes. The method of making khilāl is to pass the baby finger of the left hand

in-between the toes. Start from the small toe of the right foot and end at the big toe of the right foot. Thereafter from the big toe of the left foot up to the small toe of the left foot.

21. Upon completion of wudhu recite Surah Qadar (اِنَّا اَنْزَلْنَاهُ فِيْ لَيْلَةِ الْقَدْرِ) and thereafter the following dua:

اَشْهَدُ اَنْ لاَّ اِلهَ اِلاَّ اللّٰهُ وَحْدَهُ لاَ شَرِيْكَ لَهُ وَاَشْهَدُ اَنَّ مُحَمَّدًا عَبْدُهُ وَرَسُوْلُهُ

اَللّٰهُمَّ اجْعَلْنِيْ مِنَ التَّوَّابِيْنَ وَاجْعَلْنِيْ مِنَ الْمُتَطَهِّرِيْنَ

O Allah ﷻ!, make me of the repenters and make me of the purified. (Tirmidhi, Vol. 1, Pg. 9)

22. Thereafter perform two rakaats Tahiyyatul Wudhu.

    Virtue: It is mentioned in a Hadith, that Jannah becomes waajib for that person who performs two rakaats (nafl) salaah with complete devotion and concentration after making a complete wudhu. *(Munyatul-Musalli, pg. 32)*

General

- It is sunnah to make wudhu in order.
- It is sunnah to make wudhu in such a way that each limb is washed before the previous one gets dry.
- Whilst making wudhu, it is sunnah to recite the following dua:

اَللّٰهُمَّ اغْفِرْ لِيْ ذَنْبِيْ وَوَسِّعْ لِيْ فِيْ دَارِيْ وَ بَارِكْ لِيْ فِيْ رِزْقِيْ

Note: This dua can be read anytime during the wudhu.

- Try to remain in the state of wudhu at all times.
- Virtue: The person who always remains in the state of wudhu and passes away in this condition, receives the reward of a martyr.

Grade 4

Ghusal

Tayammum

Adhaan

Iqaamah

Sunnats of Sleeping

Sunnats of Awakening

Ghusal

Definition: Ghusal means to wash the entire body in the way shown to us by Nabi Muhammad ﷺ.

Status: It is fardh to be in the state of ghusal in order to perform salaah, recite the Qur'ān, enter the musjid or to make sajda e tilāwat.

The sunnah method of making Ghusal.

1. Make niyyah (intention).
2. Wash both hands up to the wrists thrice.
3. Wash off any najaasat (impurity) that may be on your body.
4. Make *istinjaa*. (i.e. to wash both the private parts.)
5. Perform wudhu according to the *sunnah* manner.
6. Pour water thrice over the entire head, thereafter thrice over the right shoulder and then thrice over the left shoulder.
7. Rub the body when making ghusal.
8. Ensure that no portion of the body is left dry.
9. Wipe oneself with a towel or leave the body to dry on its own. Both are regarded as *sunnah*.

Aadaab of ghusal

1. Bath in a clean place.
2. Bath in privacy, i.e. in such a place where no one can see you.
3. Ensure that the aurah (parts of the body that need to be compulsorily covered at all times) are completely covered when taking ghusal in a public place or in the presence of others.
4. Relieve yourself before taking ghusal. you should not urinate in the place where you are taking ghusal.
5. Use soap or anything else that will clean the body thoroughly.

Tayammum

Definition: Tayammum means to clean oneself using sand, etc. when water is not available or cannot be used.

The method of making Tayammum.

1. Recite بسم الله الرحمن الرحيم.
2. Make Niyyah. (Niyyah is fardh in Tayammum). The niyyah could be made in the following words. "O Allah ﷻ! I am making tayammum to attain purity."
3. Strike both hands on clean earth or dust.
4. Dust or blow off excess dust.
5. Rub both hands over the entire face without leaving even a hair's breadth of space un-wiped.
6. Strike both the hands on clean earth for the second time.
7. Dust or blow off excess dust.
8. Rub the left hand over the right hand including the elbows without leaving even a hair's breadth of space un-wiped.
9. Rub the right hand over the left hand including the elbows without leaving even a hair's breadth of space un-wiped.

10. Make khilāl of the fingers. The method of making *khilāl* is to interlace the fingers of the left hand into the right hand and vice versa.

Adhaan

Definition: Adhaan is a special way of calling people towards salaah.

Status: Sunnat e Muakkadah

Aadaab of Adhaan

1. The Muadh-dhin (person calling out the Adhaan) should be in the state of wudhu when giving the Adhaan.
2. He should face the qiblah.
3. It is mustahab to put the forefingers in the ears when giving the Adhaan.
4. The Adhaan should be called out in a loud voice.
5. The Muadh-dhin should pause between the words of the Adhaan.
6. The Adhaan should be called out from outside the boundaries of the musjid.
7. Adhaan should be given from a high place, so that the voice can be heard at a distance.
8. When saying حَيَّ عَلَى الصَّلٰوةْ the face should be turned to the right.
9. When saying حَيَّ عَلَى الْفَلَاحْ the face should be turned to the left.

Note: Only the face should be turned. Not the chest or the feet.

Aadaab of replying to the adhaan

1. You should remain silent whilst the adhaan is called out. However, if you are engaged in the tilāwat of the Qur'ān or any other Deeni activity, you may continue.
2. Repeat the words of the Muadh-dhin.
3. Reply to the words حَيَّ عَلَى الصَّلوةْ and حَيَّ عَلَى الْفَلاَحْ,by saying: لاَ حَوْلَ وَلاَ قُوَّةَ اِلاَّ بِاللهِ .
4. After the words اَلصَّلوةُ خَيْرٌ مِّنَ النَّوْم in the Fajar adhaan, say: صَدَقْتَ وَبَرَرْتَ.
5. The following dua should be recited after the adhaan:

اَللّهُمَّ رَبَّ هذِهِ الدَّعْوَةِ التَّامَّةِ وَالصَّلوةِ الْقَائِمَةِ اتِ مُحَمَّدَانِ الْوَسِيْلَةَ وَالْفَضِيْلَةَ وَابْعَثْهُ مَقَامًا مَّحْمُوْدَانِ الَّذِيْ وَعَدْتَّهُ إِنَّكَ لاَ تُخْلِفُ الْمِيْعَادَ

Iqaamah

Definition: A reminder that salaah is about to commence.

Status: Sunnat e Muakkadah

1. One should not pause between each set of words in the Iqaamah as one does during the Adhaan.
2. The Iqaamah should be given quickly in the following manner:

Say the following in one breath:

اَللّٰهُ اَكْبَرْ اللّٰهُ اَكْبَرْ اللّٰهُ اَكْبَرْ اللّٰهُ اَكْبَرْ.

Thereafter the following in one breath:

اَشْهَدُ اَنْ لاَّاِلٰهَ اِلاَّ اللّٰهْ اَشْهَدُ اَنْ لاَّاِلٰهَ اِلاَّ اللّٰهْ

اَشْهَدُ اَنَّ مُحَمَّدًا رَّسُوْلُ اللّٰهْ اَشْهَدُ اَنَّ مُحَمَّدًا رَّسُوْلُ اللّٰهْ.

Thereafter the following in one breath:

حَيَّ عَلَى الصَّلٰوةْ حَيَّ عَلَى الصَّلٰوةْ

حَيَّ عَلَى الْفَلاَحْ حَيَّ عَلَى الْفَلاَحْ.

Thereafter the following in one breath:

قَدْ قَامَتِ الصَّلٰوةْ قَدْ قَامَتِ الصَّلٰوةْ

اللّٰهُ اَكْبَرْ اللّٰهُ اَكْبَرْ

لاَ اِلٰهَ اِلاَّ اللّٰهْ .

Sunnats of Sleeping

1. It is sunnah to sleep immediately after Esha Salaah.
2. To sleep in the state of wuzu.
3. To brush the teeth with a miswaak.
4. To apply surmah in both the eyes.
5. One should change into some other clothes (e.g. pyjamas) before going to sleep.
6. To sleep on a bed or to sleep on the floor are both sunnah.
7. To make the bed yourself.
8. Dust the bed thrice before retiring to bed.
9. To recite Surah Ikhlaas, Surah Falaq and Surah Naas 3 times each before sleeping and thereafter blow over the entire body thrice.
10. To face the Qiblah.
11. To sleep on the right hand side.
12. To sleep with the right palm under the right cheek
13. To keep the knees slightly bent when sleeping.
14. To refrain from sleeping on one's stomach.
15. Discuss with one's family members matters pertaining to Deen before going to sleep. (whether it is in the form of reading some

Islaamic Books or narrating some incidents of Sahabah etc.)

16. To recite Surah Mulk, before sleeping.
17. To recite *Ayatul Qursi.*
18. Recite Tasbeeh-e-Faitimi before sleeping. (i.e. 33 times Subhan Allah 33 times *Alhamdulillah* and 34 times *Allahu Akbar.*)
19. To recite the dua before sleeping.

Sunnats on awakening

1. To wake up for *Tahajjud* Salaah.
2. On awakening, rub the face and the eyes with the palms of the hands in order to remove the effects of sleep.
3. When the eyes open in the morning, say "*Alhamdulillah*" thrice and then recite "*Kalima Tayyibah.*"
4. Thereafter recite the dua on awakening.
5. On awakening cleanse the mouth with a Miswaak.

Grade 5

Salaah

Sunnats when wearing clothes

Salaah

Definition: Salaah is a special type of prayer that has been commanded by Allah ﷻ and taught to us by Nabi Muhammad ﷺ.

Status: Fardh

AADAAB BEFORE SALAAH

Rasulullah ﷺ has said that a person should perform his salaah as if he is bidding farewell (to this world), i.e. as if this was the last salaah to be performed before he passes away.

Note: In order to attain true devotion in salaah, one should:

1. Contemplate that this is his last salaah.
2. Ensure that he is relieved of the call of nature and is not in extreme hunger.
3. Ensure that one is not obstructing or disturbing others e.g. one's car is not parked in such a way that it is obstructing others or one is not performing salaah in a pathway where people are waiting to pass.
4. Ensure that there are no offensive odours emanating from the body such as the stench of

cigarettes, strong or unpleasant smelling foods, etc.

5. Avoid jumping over the backs of people in order to reach the front or squeezing oneself into a saff (row) thereby inconveniencing others.
6. Come to salaah without rushing or running.
7. Do not crack or intertwine the fingers whilst waiting for salaah. This applies to a greater extent in salaah.
8. It is preferable to relieve oneself and make wudhu at home. Thereafter proceed to the musjid.

   Virtue: When you proceed for Salaah in the state of wudhu, at every step, you receive one reward, one sin is forgiven and your stages are raised in Jannah.
9. You should try to remain at ease and concentrate throughout salaah, i.e. one should not fidget or look around in salaah.
10. Men's trousers should always be above the ankles and sleeves should be up till the wrist.
11. Salaah should not be performed in the following attire:
    - Tight fitted clothing.
    - Clothing where the shape of the body becomes apparent at the time of ruku and sajda.

- Clothing that is not worn in the presence of respectable people (such as pyjamas or $\frac{3}{4}$ pants).

12. It is preferable to wear loose garments that has no resemblance to the clothing of sinful people or the kuffaar.
13. It is preferable that the area in front (of a person performing salaah) should not have any designs, pictures etc. as this may be distracting thereby causing a loss in concentration.
14. Straighten the saffs by having the shoulders and heels in a straight line.
15. Try to perform some nafl salaah at home as it brings barakah (blessings) and removes misfortunes from the home.
16. Perform the two rakaats sunnah of Fajar at home.
17. Lengthen the salaah performed individually.

The method of performing Salaah

1. Make the Takbeer-e-Tahreema
2. Recite Thanaa
3. Recite Ta'awwuz
4. Recite Tasmiyah
5. Recite Surah Faatiha
6. Recite Tasmiyah

7. Recite any other surah
8. Go into ruku, saying اَللّٰهُ اَكْبَرْ
9. Read the Tasbeeh of ruku
10. Come up from ruku, saying the Tasmee'
11. Recite the dua in qaumah (Tahmeed)
12. Go down into sajdah saying اَللّٰهُ اَكْبَرْ
13. Read the tasbeeh of sajdah
14. Come up from sajdah saying اَللّٰهُ اَكْبَرْ
15. Recite the dua in jalsah
16. Go down for the 2nd sajdah saying اَللّٰهُ اَكْبَرْ
17. Read the tasbeeh of sajdah
18. Come up from the 2nd sajdah saying اَللّٰهُ اَكْبَرْ and proceed straight into qiyām.

YOU HAVE NOW COMPLETED THE 1ST RAKAAT

19. The 2nd rakaat will be performed in the same manner as the 1st rakaat. However, thanaa and ta'awwuz will not be recited and you will sit in qa'dah after the 2nd sajdah. Recite the following in this qa'dah:

   a) Tashah'hud
   b) Durood-e-Ibraheem
   c) Dua after Durood-e-Ibraheem
   d) Make salaam to the right, saying اَلسَّلَامُ عَلَيْكُمْ وَرَحْمَةُ اللّٰهْ and then to the left, saying اَلسَّلَامُ عَلَيْكُمْ وَرَحْمَةُ اللّٰهْ

20. If you are performing three rakaats, then …

- The 1st rakaat will be performed as explained in nos.1 to 18.
- The 2nd rakaat will be performed as explained in no.19 except that Durood-e-Ibraheem and the Dua after Durood-e-Ibraheem will not be read. Instead you will stand up for the third rak'aat after reading the tashah'hud.
- The 3rd rakaat will be performed exactly as explained in no.19.

21. If you are performing four rakaats, then …

- The 1st rakaat will be performed as explained in nos.1 to 18.
- The 2nd rakaat will be performed as explained in no.19 except that Durood-e-Ibraheem and the Dua after Durood-e-Ibraheem will not be read.
- The 3rd rakaat will be performed as explained in nos.4 to 18.
- The 4th rakaat will be performed exactly as explained in no.19.

Note: If you are performing three or four rakaats of a Fardh salaah, then only Surah Faatiha will be recited in the 3rd and 4th rakaats.

SUNAN OF SALAAH

1. Sunnats of Takbeer-e-Tahreema

1.1. When saying the takbeer-e-tahreema, first raise the hands upto the ears then say اَللّٰهُ اَكْبَرْ.

1.2. The palms should face the qiblah with the fingers pointing towards the sky.

1.3. At the time of takbeer, leave the fingers in their natural position, i.e. neither kept tightly together nor spread widely apart.

1.4. When saying Takbeer-e-Tahreema, females should raise their hands up to their shoulders without exposing their hands, i.e. the hands should remain beneath the Burqa.

1.5. Do not move (raise or lower) the head when saying the takbeer. The back should also be kept upright.

1.6. The Muqtadi should raise his hands for takbeer-e-tahreema at the same time as the Imaam.

1.7. Raise your hands upto the ears and simultaneously whilst dropping your hands say اَللّٰهُ اَكْبَرْ and fold the hands. (Standing posture).

2. Sunnats of Qiyām

2.1. After saying the takbeer-e-tahreema, place the right palm on top of the left hand below the navel.
2.2. Form a circle around the left wrist with the thumb and small finger of the right hand.
2.3. Leave the middle three fingers on the left forearm.
2.4. Keep the feet at a minimum of four fingers apart with the toes facing the qiblah (i.e. straight).
2.5. The female should keep her feet together and tie her hands on her chest in such a way that the palm of her right hand is placed on the back of her left palm.
2.6. One's gaze must be fixed on the place of sajdah
2.7. Recite thanaa.
2.8. Recite Ta'awwuz.
2.9. Recite Tasmiyah softly.
2.10. Say آمِيْنْ after surah Faatihah softly.

3. Sunnats of Ruku

3.1. Grasp the knees with the hands keeping the fingers spread apart.

3.2. Keep the gaze fixed on the feet.
3.3. Keep the back straight.
3.4. Keep the arms straight.
3.5. Keep the head and lower back in line.
3.6. The female should only bow down so much that the tips of her fingers are able to touch the top of her knees. The fingers and feet should be kept together. She should also ensure that her elbows touch her sides in ruku.
3.7. Say سُبْحَانَ رَبِّيَ الْعَظِيْمْ at least thrice.

4. Sunnats of Qaumah (standing posture between ruku and sajda

4.1. When getting up from ruku, stand with ease before going into sajdah.
Note: It is wajib to remain in Qaumah for the duration of at least one سُبْحَانَ الله. To remain standing a little longer, for approximately the duration of time that one was in ruku, is sunnah.
4.2. Read the following dua in qaumah

رَبَّنَا وَلَكَ الْحَمْدُ حَمْدًا كَثِيْرًا طَيِّبًا مُّبَارَكًا فِيْهِ

4.3. Say the takbeer when going into sajdah.

4.4. When going down for sajdah, first place the knees on the ground, then the hands, then the nose, and lastly the forehead.

5. Sunnats of Sajdah

5.1. Place the head between the palms.
5.2. Keep all the fingers together in sajdah i.e. no gap between them.
5.3. Keep the gaze fixed on the nose.
5.4. Keep the arms away from the sides.
5.5. Keep the elbows off the ground.
5.6. Keep a gap between the stomach and the thighs. The gap should be so wide that a baby goat could easily pass through.
5.7. The female should keep her stomach and thighs together with the forearms placed flat on the ground and the feet horizontally facing towards the right. Her fingers should be made to face the qiblah.
5.8. Say سُبْحَانَ رَبِّيَ الْاَعْلٰى at least thrice.
5.9. Keep the feet together, i.e. the ankles should touch.
5.10. Keep the toes of both feet facing the qiblah. When getting up from sajdah do the opposite, i.e. first raise the forehead off the ground,

then the nose, then the hands and lastly the knees.

6. Sunnats of Jalsa (Sitting between the two sajda's)

6.1. Sit between the two sajdahs with ease.
Note: It is waajib to remain in Jalsa for the duration of at least one سُبْحَانَ الله. To remain sitting a little longer for approximately the duration that one was in sajdah is sunnah.

6.2. Keep the gaze fixed on the chest.

6.3. Read the following dua in jalsa:

اَللّٰهُمَّ اغْفِر لِىْ وَارْحَمْنِىْ وَعَافِنِى وَاهْدِنِىْ وَارْزُقْنِيْ

7. Sunnats of Qa'dah (sitting posture)

7.1. Keep the right foot upright and the left foot flat on the ground, so that one may sit on the left foot.

7.2. Keep the toes of both feet facing towards the qiblah.

7.3. Keep the gaze fixed on the chest with the head straight (do not dip the head).

7.4. Place both the hands on the thighs just above the knees with the fingers in their natural

position i.e. neither tightly closed nor spread apart.

7.5. The female should not sit on the left leg (as men do) but rather sit on the floor. Her feet should be spread out horizontally on the ground towards the right side. Both hands should be kept on the upper part of the thighs with the fingers kept together.

7.6. In Tashah'hud, when saying the words اَشْهَدُ اَلاّ اِلهَ , form a ring with the middle finger and thumb and raise the index finger towards the Qiblah. Lower it when saying اِلاّ الله.

Note: The ring formed should be kept until the end of the salaam.

8. Sunnats of Salaam

8.1. Make two salaams, first to the right then to the left.

8.2. Say اَلسَّلاَمُ عَلَيْكُمْ وَرَحْمَةُ اللهْ. Do not add وَبَرَكَاتُهْ.

8.3. Do not dip (bow) the head when making salaam.

8.4. Keep the gaze on the shoulders when making salaam.

8.5. When making salaam, make niyyah of greeting the angels.

8.6. The Imaam should say the second salaam in a softer tone than the first salaam.

8.7. Begin the first salaam with the face in the direction of the qiblah and complete the salaam when the face is fully turned to the right. Begin the second salaam with the face in the direction of the qiblah and complete the salaam when the face is fully turned to the left.

8.8. The female must not raise her voice when reciting in salaah.

Sunnats when wearing clothes

1. Rasulullah ﷺ loved white clothing.
2. When putting on any garment, Rasulullah ﷺ always began with the right limb.
3. When removing any garment, Rasulullah ﷺ always removed the left limb first.
4. Males must wear the pants above the ankles. Females should ensure that the lower garment covers their ankles.
5. Males should wear a 'topee' or turban. Females must wear scarves at all times.
6. When wearing shoes, first wear the right shoe then the left.
7. When removing them, first remove the left and then the right.

Grade 6

Witr Salaah

Sajdah Tilaawat

Sajdat-us-Sahw

Miscellaneous Sunnats

Witr salaah

Definition: Witr salaah is performed after the fardh of Esha. It cannot be performed before the fardh of Esha.

Status: Waajib

The method of performing the Witr Salaah.

1. There are 3 rakaats in the witr salaah which is performed as follows:

1st Raka'at: Qiraat (surah Faatiha & any other surah), Ruku, Qaumah and 2 Sajdahs

2nd Raka'at: Qiraat, Ruku, Qaumah, 2 Sajdahs and Qa'dah Ulaa (first siting).

3rd Raka'at: After the Qiraat, lift both hands upto the ears saying اَللّٰهُ اَكْبَرْ and then fold them. Thereafter recite Dua-e-Qunoot. After Dua-e-Qunoot, go into ruku and complete the salaah as normal.

2. It is sunnah to recite the following surahs in the Witr Salaah:

1st Rak'at: After Surah Faatiha, Surah A'la.
2nd Rak'at: After Surah Faatiha, Surah Kaafiroon.
3rd Rak'at: After Surah Faatiha, Surah Ikhlaas.

Sajdah Tilaawat

Definition: Sajdah Tilaawat means to make sajdah after reading or hearing an aayat of sajdah in the Qur'aan Shareef. There are 14 aayaat of sajdah in the entire Qur'aan Shareef.

Status: Waajib

Method of making sajdah tilaawat

1. To make niyyah.
2. To face the qiblah.
3. To say takbeer while going into sajdah without lifting the hands.
4. To read the tasbeeh in sajdah.
5. To get up by saying takbeer.

Note: One has to be in the state of wudhu when making sajdah tilaawat.

Sajdat-us-Sahw

Definition: Sajdat-us-Sahw: are two sajdahs made when one makes a mistake in salaah.

Sajdat-us-Sahw becomes Waajib due to the following:

1. The omission of any Waajib of salaah.
2. The delay of any Waajib of salaah.
3. The delay of any fardh of salaah.
4. The performance of any fardh act of salaah before its prescribed time.
5. The repetition of any fardh, (e.g. Performing two rukus).
6. The changing of the manner and method of any Waajib e.g. Reciting qiraat before surah Fatiha.

The method of Sajdat-us-Sahw:

In the last sitting (Qa'dah Akhirah) after reciting Tashahhud:

1. Make one salaam to the right side only.
2. Then make two sajdahs.
3. Thereafter recite Tashahhud.
4. Recite Durood Ibrahim.
5. Recite the dua after durood.
6. Make Salaam on both sides.

Miscellaneous Sunnats

1. To recite the dua before entering the home.
2. To greet those that are in the house with "Assalaamu alaykum."
3. To announce ones arrival by coughing, greeting etc. even though it may be your own house.
4. To show mercy to those who are younger than you.
5. To respect your elders.
6. It is sunnah to ponder over the qualities of Allah ﷻ and His Creation.
7. For men to keep a beard that is one fist in length.
8. To visit a Muslim when he is sick.
9. To be good towards one's neighbour.
10. To meet a Muslim with a cheerful face.
11. To care for the poor and needy.

Grade 7

Eid Salaah

Janaazah Salaah

Salaah of a Masbooq

Virtues of visiting the Qabrustaan

Miscellaneous Sunnats

Eid salaah

Definition: Eid salaah is performed on the days of Eid-ul-Fitr and Eid-ul-Adh'ha with six extra Takbeers.

Status: Waajib

The method of performing Eid salaah.

1. Make Niyyah as follows: "I am performing two rakaats Eid-ul-Fitr or Eid-ul-Adha with six extra takbeers".
2. After Takbeer-e-Tahreemah, fold the hands and recite the thana as normal.
3. Thereafter raise both the hands up to the ears (bringing them down to the sides) after saying اَللّٰهُ اَكْبَرْ. This is the first extra takbeer.
4. Do the same (as explained in no. 3) for the second extra takbeer.
5. For the fourth time raise the hands up to the ears (and tie them below the navel) after saying اَللّٰهُ اَكْبَرْ. This is the third extra takbeer.
6. Thereafter complete the first rakaat as normal.
7. In the second rakaat, after reciting the qiraat (before going into ruku) once again make three takbeers. This will be the fourth, fifth and sixth extra takbeers.

8. Then say (a fourth) takbeer and go into ruku.
9. The salaah will thereafter continue to the end as normal.
10. After the Eid Salaah, the Imaam will first make dua and thereafter deliver the two khutbahs.

Note: It is waajib to listen to both the Khutbahs after the Eid salaah.

Janaazah salaah

Definition: Janaazah salaah is a dua (supplication) for the deceased before he / she is buried.

Status: Fard-e-Kifaayah.

Note: There are two Fara'id in Janaazah Salaah:

1. Qiyām, i.e. to stand and perform the salaah.
2. To recite all four Takbeers.

The method of performing Janaazah salaah.

1. The body of the mayyit (the deceased) should be placed in front of the Imaam, with the head of the mayyit on the right hand side of the Imaam.
2. The Imaam should stand in line with the chest of the mayyit.
3. It is mustahab to make an odd number of saffs (rows).
4. The saffs of Janaaza Salaah should be close to one another as there is no ruku and sajdah.
5. After straightening the saffs, one should make the niyyah: "I am performing this Janaaza Salaah for the sake of Allah ﷻ"
6. The Imaam will raise his hands up to his ears and say the takbeer loudly. The Muqtadees

(followers) should also raise their hands and say the takbeer softly.

7. Tie the hands below the navel as normally done.
8. Thereafter recite the thanaa of Janaza Salaah softly,

سُبْحَانَكَ اللّٰهُمَّ وَبِحَمْدِكَ وَتَبَارَكَ ا سْمُكَ وَتَعَالٰى جَدُّك وَجَلَّ ثَنَاؤُكَ وَلاَ اِلٰهَ غَيْرُكَ

The Imaam will then say the takbeer aloud and the Muqtadees softly for the second time. The hands should not be raised when saying this takbeer.

9. After the second takbeer recite Durood e Ibraheem.
10. Thereafter the third takbeer should be said in the same manner as mentioned above.
11. After the third takbeer the following duas should be recited:

a) If the deceased is an adult (male or female) recite:

اَللّٰهُمَّ اغْفِرْ لِحَيِّنَا وَمَيِّتِنَا وَشَاهِدِنَا وَغَائِبِنَا وَصَغِيْرِنَا وَكَبِيْرِنَا وَذَكَرِنَا وَاُنْثَانَا اَللّٰهُمَّ مَنْ اَحْيَيْتَهُ مِنَّا فَاَحْيِهِ عَلَى الْاِسْلَامِ وَمَنْ تَوَفَّيْتَهُ مِنَّا فَتَوَفَّهُ عَلَى الْاِيْمَانِ

b) If the deceased is a minor male recite:

اَللّٰهُمَّ اجْعَلْهُ لَنَا فَرَطاً وَّاجْعَلْهُ لَنَا اَجْرًا وَّ ذُخْرًا وَّاجْعَلْهُ لَنَا شَافِعًا وَّ مُشَفَّعًا

c) If the deceased is a minor female recite:

اَللّٰهُمَّ اجْعَلْهَا لَنَا فَرَطاً وَّاجْعَلْهَا لَنَا اَجْراً وَّ ذُخْراً وَّاجْعَلْهَا لَنَا شَافِعَةً وَّ مُشَفَّعَةً

12. The Imaam will then say the 4th takbeer and make salaam. The Muqtadees should follow by saying the takbeer and salaam softly.

Salaah of a masbooq

Definition: A Masbooq is a person who joins the jamaat salaah after the Imaam has completed one or more rakaats.

Rules of joining the Imaam after he has commenced the salaah.

1. Say the takbeer-e-tahreemah, fold the hands and join the congregation. Do not recite thanaa.
2. The Masbooq should join the jamaat without any delay. After saying Takbeer-e-Tahreema, join the Imaam in whichever position the Imaam is in.
3. If a Masbooq joins the jamaat before or while the Imaam is in ruku, then he will not repeat that rak'aat.
4. If a masbooq joins the jamaat after the ruku e.g. in qaumah or sajdah, he has to repeat that rakaat.
5. Once the Imaam makes the first salaam, the masbooq cannot join the jamaat.

The method of completing missed rakaats:

Note: The masbooq should only stand up after the Imaam makes both salaams.
If a masbooq has missed:

- One Rakaat: He should stand up after the Imaam's salaam, read thana, ta'aw-wudh, tasmiyah, surah faatiha, a surah and complete the salaah as usual.
- Two Rakaats: He should stand up after the Imaam's salaam, read thana, ta'aw-wudh, tasmiyya, surah faatiha, a surah and complete both the rakaats of the salaah as usual. (The method will differ in Maghrib Salaah).
- **In the Maghrib Salaah**, if a person missed two rakaats he should stand up after the Imaam's salaam, read thana, ta'aw-wudh, tasmiyya, surah faatiha, a surah etc. However after the second sajdah sit for the first Qa'dah. Thereafter stand up for the third rakaat, read surah faatiha, a surah and complete the salaah as usual.
- Three Rakaats: He should stand up after the Imaam's salaam, read thana, ta'aw-wudh, tasmiyah, surah faatiha, a surah and after the second sajdah sit for the first Qa'dah.

Thereafter stand up and perform two more rakaats reading tasmiyya, surah faatiha and a surah in the 1st rakaat and surah Faatiha only in the 2nd Rakaat. Complete the salaah as normal.

- Four Rakaats: Stand up after the Imaam's salaam and perform four rakaats as one would normally perform four rakaats salaah.

Virtues of visiting the Qabrustaan

Rasulullah ﷺ has said, "Visit the graves, for surely visiting the graves lessens worldly love and reminds you of the Hereafter"

Rasulullah ﷺ has said, "Whoever will visit his parent's grave every Friday, will be granted Maghfirat (forgiveness) and he will be recorded as an obedient son."

Rasulullah ﷺ has said, "One who accompanies the Janaazah of a Muslim with sincerity and the intention of Thawaab, and remains with it until the Salaah is performed and the deceased is buried, will return home with two qeeraat of Thawaab. One qeeraat is equal to Mount Uhud. A person who only performs the Janaazah Salaah and returns, will return with one qeeraat of Thawaab."

What to read when entering the Qabrustaan

Rasulullah ﷺ taught the Sahaabah ؓ the following words when entering the Qabrustaan:

اَلسَّلَامُ عَلَيْكُمْ اَهْلَ الدِّيَارِ مِنَ الْمُؤْمِنِيْنَ وَالْمُسْلِمِيْنَ وَاِنَّا اِنْ شَاءَ اللّٰهُ بِكُمْ
لَاحِقُوْنَ نَسْئَلُ اللّٰهَ لَنَا وَلَكُمُ الْعَافِيَةَ

What to recite when in the Qabrustaan

There are many supplications that may be read at the graveside, the best being the recitation of the Holy Qur'aan. Stand facing the grave (back to the Qiblah), recite as much Qur'aan as possible and make dua for the forgiveness of the deceased. The following may also be recited as related in the Hadith;

- Recite Surah Ikhlaas eleven times. It is reported in the Hadith that whoever visits the Qabrustaan, recites Surah Ikhlaas eleven times and makes dua for the dead, will be rewarded as many fold as the number of dead in the Qabrustaan.
- Recite Surah Faatiha, Surah Ikhlaas and Surah Takaathur. It is reported that whoever reads these three Surahs and makes dua for the dead, the people of the graves will make dua to Allah ﷻ to forgive such a person.
- Recite Surah Yaaseen. It is reported in the Hadith that if anyone reads Surah Yaaseen in the Qabrustaan, the punishment of the dead will be eased and the reader will be rewarded just as much as the dead.

In this manner the Sahaabah of Rasulullah ﷺ visited the Qabrustaan. The words in the Hadith indicate only duas for the dead and remembering death.

Note: It is neither permissible for women to follow the Janaazah nor to visit the Qabrustaan.

Miscellaneous Sunnats

1. To keep good relations with all your relatives.
2. To honour a guest even though he may not be of a very high position.
3. To greet all Muslims by saying "Assalaamu alykum wa rahmatullahi wa barakaatuhu."
4. To keep the gaze on the ground whilst walking.
5. To speak softly and politely.
6. To command people to do good.
7. To forbid them from doing evil.
8. To carry ones shoes in the left hand.
9. To make wudhu at home before going to the Masjid.
10. To enter the Masjid with the right foot.
11. To leave the masjid with the left foot.
12. To recite some portion of the Qur'aan Shareef daily.
13. To be hospitable towards one's guest.
14. To exchange gifts with one another.
15. To make dua to Allah ﷻ for the fulfilment of one's needs in whatever language one desires.
16. To consult with one's parents, teachers or elders before doing any work.
17. To respect one's parents.

Glossary

Aurah	Area of the body that must be covered.
Fardh e Kifaayah	An obligation which if fulfilled by some persons of the community will absolve the rest of them of their obligation.
Imaaam	One who leads the salaah
Istinjaa	An act of cleansing the private parts.
Jalsah	Sitting posture between the two sajdahs.
Jamaat Salaah	Salaah performed in congregation
Khilāl	Passing of wet fingers through the beard, fingers or toes
Masaail	Islamic laws
Masah	Passing of wet hands over a limb
Masbooq	one who misses one or more rak'aats behind the Imaam
Muadh-dhin	One who calls out the Adhaan
Munfarid	one who performs salaah alone
Musalli	A person who is performing salaah
Mustahab	An act that is preferable
Muqtadi	One who follows the Imaam in salaah
Niyyah	Intention
Qa'dah	Sitting posture in salaah
Qa'dah Ula	The first sitting in salaah
Qa'dah Akheerah	The last sitting in salaah
Qaumah	Standing posture after ruku
Qiblah	Direction towards the Ka'bah
Qiyām	Standing posture in salaah
Saff	Row
Sajdah	Prostration before Allah ﷻ
Sunnah	A practice of Rasulullah ﷺ
Sunan	Plural of sunnah
Surah	Chapter of the Qur'ān
Sunnat-e-Mua'akkadah	Insisted practice of Rasulullah ﷺ
Thana	سُبْحَانَكَ اللّٰهُمَّ وَبِحَمْدِكَ وَتَبَارَكَ اسْمُكَ وَتَعَالٰى جَدُّكَ وَلَاۤاِلٰهَ غَيْرُكَ
Ta'awudh	اَعُوْذُ بِاللهِ مِنَ الشَّيْطَانِ الرَّجِيْمِ
Tasmiyah	بِسْمِ اللهِ الرَّحْمٰنِ الرَّحِيْمِ
Tasmee'	To say: سَمِعَ اللهُ لِمَنْ حَمِدَهْ
Tahmeed	To say: اَللّٰهُمَّ رَبَّنَا وَ لَكَ الْحَمْدُ
Waajib	Obligatory practice

Syllabus Breakdown

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov
Grade 3	Rev	Istinjaa / Wudhu							Revision		
Grade 4	Rev	Ghusal / Tayammum / Adhaan / Iqaamah							Revision		
Grade 5	Rev	Salaah							Revision		
Grade 6	Rev	Witr Salaah / Sajdah Tilaawat / Sajdat-us-Sahw							Revision		
Grade 7	Rev	Eid Salaah / Janaazah Salaah / Salaah of a masbooq / Virtues of visiting the qabrustaan							Revision		